



PHYSICIAN AND SURGEON, CORRECTIONAL FACILITY (CF)

Final Filing Date: CONTINUOUS

OPEN

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

EXAMINATION BASE

DEPARTMENTAL FOR:

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR)

WHO SHOULD APPLY

Applicants who meet the minimum qualifications as stated below and who have not previously tested with CDCR for this classification in the past 12 months. Applications will not be accepted on a promotional basis.

HOW TO APPLY

Submit an Examination Application ([Std. Form 678](#)) and Supplemental Application

By mail to:
Department of Corrections and Rehabilitation
Office of Workforce Planning
P.O. Box 942883
Sacramento, CA 94283-0001

or In person at:
Department of Corrections and Rehabilitation
Office of Workforce Planning
1515 S Street
Sacramento, CA 95811-7243
Attn: Office of Workforce Planning, 101N

If you are personally delivering your application and Supplemental Application, you must do so between the hours of **8:00 a.m.** and **5:00 p.m.**, Monday through Friday, to the street address as listed above.

The Supplemental Application for the Physician and Surgeon, CF examination is available at the following location:

http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Exams_Medical/PDFs/PhysicianandSurgeonCF-O-C-SA.pdf or in person at the street address listed above.

NOTE: Only applications with an original signature will be accepted.

TEST DATE

Candidates who meet the "Minimum Qualifications" will have their Supplemental Application rated.

SALARY RANGE(S)

As of: **October 10, 2017**

Range C: \$10,458 - \$14,347
Range D: \$10,761 - \$14,763

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the Osteopathic Medical Board of California (formerly titled California Board of Osteopathic Examiners). (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Osteopathic Medical Board of California will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

Special Personal Characteristics: Empathetic understanding of patients in a State correctional facility; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; and emotional stability.

Special Physical Characteristics: Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates/youthful offenders.

Assignments may include sole responsibility for the supervision of inmates/youthful offenders and/or the protection of personal and real property.

Applicants must show their Medical License number, title, and expiration date on their Examination Application (Std. Form 678).

Qualifying experience may be combined on a proportionate basis if the requirements stated above include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

OUT-OF-CLASS EXPERIENCE: A "completion of an out-of-class assignment" memorandum, dated within one year of assignment completion, is required to use as out-of-class experience to meet the minimum qualifications for examination purposes. Employees may obtain this documentation from his/her Institutional Personnel Officer/Personnel Liaison. Out-of-class experience without required documentation will not be considered for examination purposes.

EXAMINATION PLAN

EXAMINATION INTERVIEWS WILL NOT BE HELD. This examination will consist of a Supplemental Application weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the Supplemental Application.

The Supplemental Application is designed to elicit a range of specific information regarding each candidate's knowledge, skill, abilities, and potential to effectively perform the duties relative to the classification. Candidates who meet the "Minimum Qualifications" will have their Supplemental Application rated and successful candidates will be placed on an eligible list. **SUBMISSION OF THE SUPPLEMENTAL APPLICATION IS MANDATORY.** Candidates who do not submit a completed Supplemental Application will be eliminated from this examination.

Supplemental Application -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

A. Knowledge of:

1. Methods and principles of general medicine and skill in their application.
2. Methods and principles of surgery and skill in their application.
3. Recent developments in general medicine and surgery.
4. Hospital organization and procedure.
5. Psychiatric social work, physical therapy, and the various rehabilitation therapies.
6. Methods of diagnosing and treating mental disorders.

B. Ability to:

1. Examine, diagnose, and treat physical and mental disorders.
2. Interpret laboratory analyses and x-rays.
3. Direct the work of ancillary medical personnel.
4. Instruct in the principles and practices of general medicine and surgery.
5. Prepare and supervise the preparation of case histories.
6. Analyze situations accurately and adopt an effective course of action.

ELIGIBLE LIST INFORMATION

An eligible list will be established to fill vacancies for CDCR. Names of successful candidates are merged into the list in order of final scores, regardless of date. Eligibility expires 12 months after establishment, unless the needs of the service and conditions of the list warrant a change in this period.

POSITION DESCRIPTION AND LOCATION(S)

A **Physician and Surgeon, CF**, under general direction in a State correctional facility, examines inmates/youthful offenders and diagnoses illnesses and conditions; prescribes and administers medical treatment; performs or assists in performing major and minor surgical operations; supervises pre- and post-operative care of surgical cases; treats sexually transmitted and communicable diseases; orders laboratory examinations and analyses, x-rays and special diets; writes prescriptions; makes rounds of inmates/youthful offenders; reviews reports, records, and general progress of inmates/youthful offenders; instructs and clinically supervises nurses, technicians, and personnel assigned for special training; attends and participates in staff conferences for the discussion of the surgical, medical, and mental condition of various inmates/youthful offenders and their final diagnoses and treatment; prepares reports and related correspondence; serves periodically as the Medical Officer-of-the-Day, and does other related work.

Position(s) exist at various institution(s) located throughout the state and headquarters in Sacramento with the Department of Corrections and Rehabilitation and California Correctional Health Care Services.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS' PREFERENCE/ CAREER CREDITS

Veterans' Preference will be granted in this examination. Veterans who have achieved permanent civil service status are not eligible to receive Veterans' Preference. Career credits will not be granted in this examination.

GENERAL INFORMATION

Applications are available at CDCR, California Department of Human Resources (CalHR), and Employment Development Department offices. To create a CalCareer account and obtain an application, visit www.jobs.ca.gov. With an account, you can take state civil service examinations, store different versions of your application, apply for vacancies at 150 departments, track your application status and save your resume all in one place.

Veterans' Preference: California law allows the granting of Veterans' Preference in any **Open** examination. In accordance with Government Code Sections 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1) any veteran, widow or widower of a veteran, or spouse of a 100% disabled veteran, who achieves a passing score in an open examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference; 2) Veterans' Preference is not granted once a person achieves permanent civil service status.

Directions to apply for Veterans' Preference are available at the CalHR's website by clicking on the following link: <https://jobs.ca.gov/CalHRPublic/Landing/Veterans.aspx>. Additional information can also be found at the California Department of Veterans Affairs at www.calvet.ca.gov/veteran-services-benefits/employment.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned changed. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions, youth facilities, and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions change.

**GENERAL INFORMATION
(CONTINUED)**

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
Telecommunications Relay Service (TRS): DIAL 7-1-1
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS